

MAINTENANCE WORKER III/ PUBLIC WORKS

DEFINITION

Under general supervision, performs a variety of semi-skilled and skilled tasks in the maintenance, repair and construction of streets, roads, sidewalks, including asphalt repair, cracksealing, concrete repair, traffic maintenance, graffiti removal or weed control; leads a small crew; and performs related duties as required.

DISTINGUISHING CHARACTERISTICS

This position is the journey-level class in the Public Works Maintenance Worker Series, working under supervision of Leadworker or Public Works Supervisor. Work is performed under general supervision while following established policies, procedures and safety regulations and guidelines, and may be temporarily assigned as a working Leadworker on a street construction crew. This class is distinguished from Maintenance Worker II by both skill level and degree of supervisory responsibility and distinguished from Leadworker by skill level, size of crew supervised, and complexity of tasks performed. This position may be assigned emergency standby duty.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Provides accurate daily activity work reports, operates light and heavy equipment such as spreader boxes, loaders, backhoes, jackhammers, pavement breakers, emulsion sprayers, and backhoes; uses concrete cutting and breaking equipment; loads, unloads and rakes asphalt smooth; estimates/calculates project material quantities and costs; construct/repair drainage structures; pours, forms and finishes concrete; digs out and repatches damaged pavement; digs trenches by hand; cleans debris from drains; cuts, clears away, and loads weeds and debris from right-of-way; paints street traffic lines using paint striping machines; assists in the design and fabrication of traffic signs; installs and maintains traffic signs; paints and maintains barricades for construction work; assists in removing graffiti from various facilities; leads a small crew in the performance of assigned duties under general supervision; cleans and maintains equipment operated in the course of one's duties; operates all City vehicles and equipment in a safe and efficient manner; may train other employees in work performance; performs all job functions in a safe and proficient manner; routinely adheres to and maintain a positive attitude and performs related work as required.

EMPLOYMENT STANDARDS

Training & Experience - Graduation from high school, or GED equivalent, and three years of varied experience in public works construction or street, sewer, traffic maintenance, or graffiti removal. Applicants must possess experience relevant to actual vacant position.

Knowledge & Abilities - **Knowledge of:** the practices, methods, tools, materials and equipment utilized in street maintenance, repair, and improvement, including traffic maintenance; the proper methods for working with asphalt and concrete, pavement breakers, and emulsion sprayers; general principles of supervision; and occupational hazards and safety precautions required in the public works field.

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Ability to: use all tools of the trade; operate light trucks, dump trucks, and similar equipment safely and efficiently; read and interpret basic blueprints and work orders; perform physically strenuous tasks on a continuing basis in a variety of environmental conditions, in a safety-conscious manner; effectively estimate material quantities and costs, train and supervise a small crew and get work done through others; understand and carry out oral and written instructions; lift and transport materials and supplies weighing up to 100 pounds on a continuing basis; care for and maintain equipment that is operated in the course of one's duties; investigates and addresses the general public requests for service, communicate clearly and concisely, both orally and in writing, and establish and maintain cooperative and effective work relationships with supervisors, fellow employees and the general public.

Licenses & Certificates - Possession of a valid unrestricted California Class "C" driver's license. Must be able to obtain a valid Class "A" or "B" license, as required by management, within one year of appointment.

WORKING CONDITIONS

Work is performed in a variety of environmental conditions, both indoors and mostly outdoors, with exposure to wide temperature variations, noise, vibrations, fumes, grease, machinery and its moving parts, odors, and dust. Physical demands require bending, stooping, and frequently lifting heavy objects, squatting, sitting, standing, walking in/on level, uneven and slippery surfaces, reaching, twisting, turning, kneeling, grasping, and making repetitive hand movement in the performance of daily duties. Incumbent must be able to see and hear in the normal range with or without correction, and communicate verbally and in written form with great facility and must be able to be understood. Incumbent will be required to respond to emergencies after regular working hours and on weekends and must be willing to work an irregular schedule, which may include weekends, holidays, evenings, and/or varying hours. This position may be assigned emergency standby duty if deemed necessary by management.

APPROVED:


DIRECTOR OF HUMAN RESOURCES

DATE REVISED: January 19, 2007

FORMERLY TITLED: Maintenance Worker II – Public Works

Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications may not include all duties performed by individuals within a classification. In addition, specifications are intended to outline the minimum qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position

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